Log in under <u>CSX iSupplier Portal Access</u>

On your Home screen you will see a list of PO's. The Order Date will tell you if a new one has been submitted.

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Click on the Orders tab

You can View Recent Purchase Orders there

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Supplier	MICKEY MOUS	SE AND GOOFY				Carrie	Ques	tions 1-80	0-929-5	895 0 0 0 0 0	COM		Invo	nente		
Supplier Site	V Myoffice					FOE		IS &COND	TONS	SUN CS	COM		Pay	inditts		
Address	Jacksonville, F	L 32258				Shipping Contro		LECT								
Order Date	01-Feb-2016 10	:NNIFER ):40:44			Shi	ip-To Address							_			
Description Status	For portal instr Open	ructions				Address MAN	AGER, C	LAIMS	54.387	3						
Note to Supplier Sourcing Document					Bill	I-To Address	(JOINTE		.54-501	5						
Organization Supplier Order Number	CSX TRANSPO	ORTATION				Address ACC	OUNTSF	AYABLE -	SC J6	82						
Attachments	None					P.O. JACI	BOX 440	57 LE, FL 322	31-405	7						
Details																
TIP You can cancel the entit TIP Click on the Show link to now All Hide All	re order or specifi o view shipment o	c lines. details of a line. T	o split a line into	multiple	e deliv	very dates, click t	he split lii	ne icon of t	he desi	red row a	nd then mak	æ chang	es.			
	Itom									Noto to	Contractor			Supplier		
ails Line Type Item/Jol	Revision	Supplier Item	Description	UOM	Qty	Price	Amount	Delivered	Billed	Supplier	Name	Status	Global Agreemer	nt ID	Attachments	Reason
			CONTACT NON- FLAMMABLE, NON- CONDUCTIVE,													
1 Materials 470.000	0018.1	No Part Numbe	REMOVES OIL AND DIRT, MAY ATTACK CERTAIN PLASTICS, ELECTRA X,	EACH	5	10.93	54.65					Open				

Once in the change screen you can Request a Price Change. You must also enter a reason.

Hit Submit. The PO is then routed for approval to the Buyer. Once it is accepted or rejected you will see the response on your Home screen.

	er Portal		🟠 🔅   Logged in As JEN-MICKEY 🕜
Orders Shipments	Planning Product Admin Finance		
earch PO Number	Go		
==			
Notifications		(Total Lake)	Planning
		Full List	Forecast Schedules
f 2 🗔 🥸			Orders
Subject		Date 🛆	Agreements
SX TRANSPORTATION	- Standard Purchase Order 6131860, 1	01-Feb-2016 10:48:13	Purchase Orders     Purchase History
SX TRANSPORTATION	- Response to your change request for Standard	01-Feb-2016 10:48:08	Shipments
Ordere At A Clane			Delivery Schedules     Overdue Receipts     Advance Shipment Notices
Unders ALA Gidilu	e	The second second	Receipts
-		Full List	Receipts
a 2			Returns
PO Number	Description	Order Date	On-Time Performance
131860	For portal instructions	01-Feb-2016 10:48:07	Invoices
131257	TEST partial invoice quantities	29-Jan-2016 15:03:00	Invoices
6128634		25-Jan-2016 15:38:01	Payments
6128605		25-Jan-2016 15:10:38	Payments
098711	test	19-Nov-2015 09:11:57	. ayrinana
Shipments At A G	iance	Full List	-
r 2			
Shipment Number	Packing Slip	Shipment Date	